

The image features a professional training session in a modern office. A man in a white shirt stands and presents to a group of seated colleagues. He holds a blue pen and a clipboard. Behind him is a large digital screen displaying business analytics, including a pie chart, a bar chart, and text like 'Signed Contracts 175' and 'Sales department'. The office has a brick wall and a potted plant. The Harley Reed logo is in the top left corner.

**HARLEY
REED** ●

HARLEY REED EXECUTIVE SKILLS TRAINING CALENDAR 2025

EXECUTIVE WORKSHOPS

Our Executive Workshops are designed for senior leaders at seeking out strategic level cutting-edge insights. Curated especially for CEOs, Executive Directors and Public Sector leaders, these workshops deliver essential skills for success. Covering diverse topics and facilitated by industry experts, the program promises a high-calibre educational journey for individuals aspiring to excel in their respective domains.

WORKSHOP	OVERVIEW <i>Full outlines available in our knowledge services brochure</i>	DURATION	DATE	LOCATION	FEE
Procurement Executive Development Programme	Covering the Professional level of the CIPS Global Standard, this is the ideal course for individuals responsible for procurement oversight.	5 days	28th April – 2nd May	London	\$3,500
		5 days	18th – 22nd August	Nairobi	\$3,500
		8 weeks	4th October – 29th November	Virtual	\$1,750
ESG: Planning, Developing & Implementing Sustainable Procurement Programmes	With ESG now a strategic imperative, entities are required to build sustainable supply chains. This course sets out how this can be achieved and implemented in practice.	5 days	17th – 21st March 22nd – 26th September	London Johannesburg	\$3,500
Leadership & Strategic Transformation *CIPS Certified	This course provides insights and practical tools to develop leadership behaviours appropriate for influencing senior stakeholders. It also equips participants with the knowledge and skills to use creativity in strategic transformation, deal with complex issues and make sound judgements in the absence of complete data.	5 days	16th – 20th June 10th – 14th November	Accra Johannesburg	\$3,500
Masterclass in preparing for and conducting negotiations *CIPS Certified	Work through the negotiation process so you can understand the key activities at each phase, including the techniques and tactics used by the best negotiators. Building on these foundation tools, individuals will gain advanced skills required to get the best possible outcomes when negotiating with internal and external stakeholders.	5 days	26th – 30th May 20th – 24th October	Nairobi Mauritius	\$3,500

* Participants will receive a CIPS Certificate of Attendance

SENIOR MANAGER WORKSHOPS

The Senior Manager workshops are designed for procurement and supply chain professionals responsible for executing strategies and delivering value to their organisations. The workshops offer practical strategies for optimising procurement practices to enhance efficiency and effectiveness.

WORKSHOP	OVERVIEW <i>Full outlines available in our knowledge services brochure</i>	DURATION	DATE	LOCATION	FEE
Category & Contract Management *CIPS Certified	Category Management is a strategic approach that organises resources to focus on specific areas of spend within an organisation. Participants will learn how to develop and implement strategic approaches that deliver long term added value. They will also explore advanced contract management approaches, examining how to proactively mitigate risks and increase supplier performance through robust performance measures.	5 days	17th – 21st February 20th – 24th October	Nairobi Johannesburg	\$2,950
Risk and Resilience in the Supply Chain *CIPS Certified	This course focuses on how leaders in procurement and supply can assess and mitigate the main performance risks that stem from the supply chain and that impact on the organisation or its customers. It provides an understanding of the need to develop and implement appropriate risk appraisal and management strategies.	3 days	25th – 27th March	Lagos	\$1,950
Strategic Sourcing & Leveraging Technology to deliver value	This course provides the knowledge and skills to develop and improve participants' sourcing strategy throughout the procurement cycle. The course further equips participants with the knowledge and skills to harness the power of technology for more efficient, cost-effective, and value-driven procurement processes with case studies and practical demonstrations of eProcurement solutions.	5 days	19th – 23rd May 17th – 21st November	Johannesburg Accra	\$2,950
Sustainable Procurement *CIPS Certified	The course will show you how to bring sustainability to the core of your procurement planning and how to create strategies to deliver long term sustainability	3 days	22nd – 24th July	Nairobi	\$1,950
Strategic Stakeholder and Supplier Relationship Management *CIPS Certified	This course explores effective strategies for managing stakeholder and supplier relationships to enhance business performance. The course will also develop skills to build strong, strategic partnerships that drive competitive advantage and long-term success in supply chain and business management.	3 days	16th – 18th September	Accra	\$1,950

* Participants will receive a CIPS Certificate of Attendance

Events & Training Terms and Conditions

A registration will only be considered as confirmed once full payment is reflected in the Harley Reed bank account.

“Early Bird” discounts will only apply to the period as specified.

Payment

Payment must be made within 30 days from the date of the invoice or if the booking is made less than 30 days before the Course date, payment is required before the Course date.

Please note that we do not accept payment by cash.

In the case of late bookings payment must be made prior to attendance of the Course. If payment is not made prior to the delegate attending the course Harley Reed reserves the right to refuse admission until payment has been made in full.

VAT

Fees quoted are exclusive of VAT, which will be shown separately on the invoice where applicable. A VAT invoice will be sent to cover your payment.

Copyright

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Programme

Although details are correct at time of going to print, Harley Reed reserves the right to make unavoidable changes in the programme. Harley Reed also reserves the right to cancel an event at any time and offer delegates an alternative date, a credit towards another training event or a refund of fees without any liability for resulting or indirect loss.

Joining instructions

Joining instructions including venue details and start times are sent out by email to confirmed delegates at least 7 (seven) days before the event.

Cancellations & Course Change requests

Where a firm booking has been accepted by Harley Reed and is subsequently cancelled, or where a delegate wishes to transfer to a different course and/or date, the customer will be liable for the following charges. All cancellations / change requests must be received in writing.

Number of weeks before course date that the cancellation is made	Charge to Customer
More than 30 working days	No charge
21-30 working days	50% charge
20 working days or less	Full fee
Non-attendance Full fee	Full fee

Where a change is requested, subject to the fees above, the customer can transfer to any course taking place six months from the date from the original course (subject to payment of any difference in course fee where applicable).

International delegates

Harley Reed welcomes delegates from overseas for our physical programmes. Visa acquisition is however the sole responsibility of the individual and where denied a visa having already paid, fees will still be subject to cancellation policy above.

Data protection

Harley Reed International is registered under the provisions of the General Data Protection Regulations (GDPR) and all offices are compliant with these regulations as well as local country data protection laws. Harley Reed keeps any personal data in confidence.

Trademark

Harley Reed and its logo are all trademarks of Harley Reed International.

Individuals and corporates confirm that they understand that by booking onto any course, they agree to be bound by these terms and conditions.